

APPENDIX B - SCHEDULE OF FEES

SCHEDULE OF FEES
PLANNING & ZONING COMMISSION

APPLICATION FEES

	FEE**	WITH REQUIRED STATE FEE INCLUDED
AMENDMENT TO PLAN OF DEVELOPMENT	\$300	\$330
AMENDMENT TO ZONING REGULATIONS	\$350	\$380
AMENDMENT TO ZONING MAP	\$350	\$380
SPECIAL PERMIT:		
New Construction involving principal use or structure	\$270	\$300
Other special permits or amendments	\$80	\$110
BUSINESS SITE PLANS	\$200	\$230
FINAL SUBDIVISION AND/OR RESUBDIVISION	\$300 PER NEW LOT	\$300 PER NEW LOT PLUS \$30
COASTAL SITE PLAN REVIEW	\$100	\$130
FLOOD DAMAGE PREVENTION	\$100	\$130
LAND FILLING & REGRADING	\$100	\$130
ADMINISTRATIVE PERMITS	\$100	\$130

NOTE: Where a proposal involves multiple applications (three or more), an applicant shall pay only the two highest fees of the three or more.

NOTE: The Town of Darien and its agencies shall not be liable for payment of any of the above fees.

***All fees specifically exclude any fee required by the State of Connecticut per Section 22a-27j of the Connecticut General Statutes, which must be collected by the Town. As of July 1, 2004, the State fee was \$30.00 per application.*

SCHEDULE OF FEES
ARCHITECTURAL REVIEW BOARD

APPLICATION FEES

**WITH REQUIRED
STATE FEE
INCLUDED**

	FEE**	
SIGN, AWNING OR FAÇADE CHANGE PERMITS (FEE IS PER SIGN, AWNING OR FAÇADE CHANGE)	\$20	\$50

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SCHEDULE OF FEES
ZONING BOARD OF APPEALS

APPLICATION FEES

**WITH REQUIRED
STATE FEE
INCLUDED**

	FEE**	
VARIANCE, INTERPRETATION AND/OR APPEALS	\$220	\$250
REVIEW AND SIGNING OF STATE MOTOR VEHICLE DEPARTMENT FORMS	\$10	\$40

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SCHEDULE OF FEES
ENVIRONMENTAL PROTECTION COMMISSION

APPLICATION FEES

	FEE**	WITH REQUIRED STATE FEE INCLUDED
WETLANDS MAP AMENDMENT (no extra public hearing charge)	\$100	\$130
APPLICATIONS LIMITED TO BASIC MAINTENANCE, INCLUDING: MINIMAL TREE CUTTING ONLY, POND DREDGING, PATH CLEARING, OR INSTALLATION OF A FENCE OR STONE WALL	\$45	\$75
ALL OTHER ACTIVITY FOR WORK WITHIN WETLANDS AND/OR THE REGULATED AREA	\$500	\$530
PUBLIC HEARING FEE	\$250	N/A
STAFF INSPECTION FEE (if project is approved)*	\$100	N/A

NOTE: The Town of Darien and its agencies shall not be liable for payment of any of the above fees.

*The Staff Inspection Fee is per visit and is paid in advance, and returned to the applicant if the project is denied or withdrawn in its entirety. A separate check is recommended.

**All fees specifically exclude any fee required by the State of Connecticut per Section 22a-27j of the Connecticut General Statutes, which must be collected by the Town. As of July 1, 2004, the State fee was \$30.00 per application.

SUPPLEMENT TO SCHEDULE OF FEES

TECHNICAL REVIEW FEES FOR PLANNING AND ZONING COMMISSION, ZONING BOARD OF APPEALS AND ENVIRONMENTAL PROTECTION COMMISSION

Within ten days of official receipt of an application, the Director of Planning & Zoning, or his/her designee, shall make a determination whether an outside expert is needed to analyze, review and report on areas requiring technical review in order to assist the Planning & Zoning Commission, Zoning Board of Appeals and/or the Environmental Protection Commission. Such experts may include, but shall not be limited to, engineers, surveyors, architects, soil scientists, wetland biologists, wildlife biologists, and hydrogeologists.

If such a determination is made, the Director may assess the reasonable cost for such expert to the applicant based upon a preliminary estimate from the expert. The Director may collect 125% of the estimate from the applicant, which amount shall be held in escrow until the technical review is completed, and which will be the outside limit of the applicant's responsibility. Any excess amount collected over the actual cost shall be refunded to the applicant. This payment shall be considered an integral component of the application. The failure by the applicant to make this payment within five (5) days of notice of the fee assessment shall render the application incomplete.

In the event the Director does not make a determination that an outside expert is needed, the Planning & Zoning Commission, Environmental Protection Commission and/or the Zoning Board of Appeals may make such a determination up to two (2) weeks after the commencement of its public hearing on the application. However, prior to making such a determination, the respective commission or board shall determine: 1) that evidence in the record of the proceedings has been produced or is likely to be produced which requires the hiring of such an expert; 2) that the department staff will be unable to perform the technical review; and 3) that adequate time exists for the applicant to review and respond to such expert's report. The respective commission or board shall then make such a reasonable assessment and collect 125% of the estimate from the applicant, which amount shall be held in escrow until the technical review is completed and which will be the outside limit of the applicant's responsibility. Any excess amount collected over the actual cost shall be refunded to the applicant. This payment shall be considered an integral component of the application. The failure by the applicant to make this payment within five (5) days of notice of the fee assessment shall render the application incomplete.

If adequate time is not available for the Director, commission or board's review and determination on the necessity for outside expert review and/or if adequate time is not available for the outside expert to perform the analysis and report his or her findings, then the Director will advise the applicant and seek the applicant's consent for an extension of the relevant time period in accordance with Connecticut General Statutes § 8-7d.